

February 25, 2013

Dear Title III/EL Administrators,

The following are several important updates and my own reflection on our practices in administering the EL program in our wonderful state of Michigan:

**New ELD Standards:** As you well know, MI adopted the World Class Instructional Design and Assessment English language development standards-WIDA in November 2012. In order to prepare teachers and administrators for this transition prior to using the WIDA Screener in the fall of 2013, we are providing train the trainer on the WIDA ELD standards on March 26-28 in Dearborn. Over 40 trainers have signed up to participate and they include MDE SIOP/BEW trainers and the ISD EL coordinators/consultants. We will also coordinate regional and local trainings following the March TOTs. Stay tuned for the subsequent professional development dates. We are hoping to conduct another three day TOT in August in addition to several regional workshops geared toward teachers and administrators. I have included below the web link to WIDA's download library where many free resources are available for your review and use including the 2012 WIDA amplified ELD standards, training toolkit and power points on the standards, the Can Do Descriptors for each of the grade spans which guide teachers when designing and implementing lessons, monitoring student progress, determining student language proficiency levels, collaborating across programs, and conveying results to ELs and their parents. We will use them during the trainings but wanted to share them with you and your instructional and administrative teams in advance:

<http://www.wida.us/downloadLibrary.aspx>.

Additionally, in an effort to support understanding language and literacy, Stanford University created several instructional units in ELA for ELs, and in the process of developing units in mathematics. The units infuse common core and ELD standards. The link is: [http://ell.stanford.edu/teaching\\_resources/ela](http://ell.stanford.edu/teaching_resources/ela)

## **Statewide Professional Development:**

The Special Populations conference is taking place on September 23 and 24 at the Kellogg Center in East Lansing. Mark your calendars now and online registration will be available in early April.

Blueprint for Exceptional Writing (BEW) Cohort 1-4 reunion will take place on May 21; SIOP train the trainers for the new Cohort 5 will take place on May 22-23 and on June 18-19. BEW for cohort 5 will take place on June 20. Please inform your trainers and **encourage them to attend**. There is so much value from these professional learning communities meetings, since we are integrating the WIDA standards along with the strategies.

**Let's benefit Michigan Students:** I cannot reiterate enough that in order to fulfill the supplement not supplant requirements, districts must submit a description of their alternative language program for ELs via MEGS+ if they want their Title III funds approved. As of 2012/13, this will also be a Title I Part A requirement.

***Please cooperate with us and if you have not attached the template on MEGS +, email me back the attached description by March 10, 2013. I do not wish to withhold federal and like you, would like to keep the federal funds flowing to MI's students!***

**Federal Oversight:** USED is conducting an onsite visit to Michigan from May 13-17, 2013 and may visit your district. I have attached the monitoring indicators/items that pertain to districts for your review and preparation. If you need assistance interpreting any of the indicators or preparing evidence items, email us. We trust that the USED team will be pleased to see our state's progress with regards to several aspects of the English Language Acquisition Program. I have attached the Monitoring Indicators USED will use when reviewing MI's programs.

**Reviewing Title III Applications:** Maria Silva and I have reviewed several Title III applications and I wanted to share our thoughts with you:

- Despite our technical assistance, presentations at conferences and resources on our website, many of the district improvement plans (DIPs)

lack the necessary and required details that include a gap statement between ELs and non-ELs, cause for the gap, SMART objectives, strategies and activities. Please address these parts in your fall 2013 DIP or consortium plan if you are part of a consortium. The ASSIST (formerly AdvancEd) website will open up starting February 28, 2013, and your spring planning including consultation with private schools could start as early as mid-March.

- Title III application has a 2% administrative cap which includes indirect cost. The 2% applies to your **yearly allocation** and **not** to total availability (i.e. carryover) SECTION 3115 (b). In January, I emailed the districts the spread sheet with individual allocations showing the 2% administrative cap. We are currently sending back applications that do not comply with the required 2% limit.
- The Title III application can cover cost of **only** evidence-based best practices and approaches in bilingual instruction and second language acquisition. Purchasing software that has no research to support its impact on language acquisition of ELs will not be approved.
- Professional development should be guided by student achievement data and EL staff needs; it should be systemic, job embedded including coaching, lesson modeling followed by debriefing and reflection. Attending conferences is not a systemic professional development. Therefore, it should be reasonable and restricted to a few including key program personnel who can bring back evidence-based ideas to share with the rest of the staff to consider for possible implementation.
- Include details at each line item. For example, if using function code 220, include days of PD, who is participating, number of participants, how this activity is systemic. Also, separate conference registration cost from travel cost. If you plan to train all staff on bilingual/ESL strategies, Title II is most appropriate since Title III is strictly for staff working with ELs.
- Make the modifications as soon as the consultants review the application. Ensure you apply for the LEP /immigrant funds immediately upon their

availability. Include a plan for the immigrant students in your DIP similar to the Title III section.

**Annual Assessment:** ELPA spring testing is fast approaching. Ensure 100 percent participation rate among your ELs regardless of parent waiver of bilingual/ESL services—it is the law.

Finally, I have included a short survey below to assess your needs as they relate to English learners. Your responses will inform our subsequent technical assistance to you via webinars and Special Populations conference. Let us know if the [www.michigan.gov/ofs](http://www.michigan.gov/ofs) website has been helpful to you and make suggestions for improvement. Please respond no later than **March 10, 2013**.

Link to the survey:

<https://www.surveymonkey.com/s/YXR8JLQ>

Best Regards,

Shereen Tabrizi, Ph.D.

Special Populations Unit Manager

Office of Field Services

Michigan Department of Education

517 373-9524/6066

[TabriziS@michigan.gov](mailto:TabriziS@michigan.gov)